

Update Personnel Info with District ASCII File

Procedure

- IBEDS Input/Inquire for Personnel Information Menu
- Select - Update Personnel Info with District ASCII Data
- Follow instructions on "Update IBEDS Information with District ASCII Info" (see sample below)

Note: This method may be used to update certified and non-certified personnel information including salaries and wages.

The screenshot shows a Windows-style dialog box titled "Update IBEDS Information with ASCII Data". It contains several input fields and radio buttons for configuring the update process. At the top, there are fields for "School Year" (set to 2007) and "District" (set to 011), with a label "MEADOWS VALLEY DISTRICT" to the right. Below these, the "Type of Run" section has two radio buttons: "Trial" (selected) and "Update files". The "Update Personnel Information" section has "Yes" (selected) and "No" radio buttons, followed by a "Directory Selection" button and a text field for "Path/Directory/File:". This pattern repeats for "Update Certified Employment Information", "Update Certified Assignment Information", and "Update Noncert Employment Information", each with its own "Yes/No" radio buttons and a "Path/Directory/File:" text field. At the bottom, there is a paragraph of explanatory text and two buttons: "Process ASCII Data" and "Exit".

Update IBEDS Information with ASCII Data

School Year: 2007 District: 011 MEADOWS VALLEY DISTRICT

Type of Run: ☒ Trial ☐ Update files

Update Personnel Information: ☒ Yes ☐ No Directory Selection

Path/Directory/File: _____

Update Certified Employment Information: ☒ Yes ☐ No

Path/Directory/File: _____

Update Certified Assignment Information: ☒ Yes ☐ No

Path/Directory/File: _____

Update Noncert Employment Information: ☒ Yes ☐ No

Path/Directory/File: _____

This function provides updating of IBEDS information with ASCII data. A Trial run will produce an error report without updating any files. If an error is found within an ASCII record, that record will be rejected and no update will occur.

Process ASCII Data Exit